



## City of Phoenix Aviation Department Rules and Regulations

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Authority                      **This Rule and regulation is promulgated pursuant to Phoenix City Code Chapter IV, Article IV, Section 4-114.**

Rule and  
Regulation                      Fuel Spill

This Rule establishes the procedures for internal reporting, response, clean-up, documentation and subsequent notifications associated with Jet-A fuel spills occurring at Phoenix Sky Harbor International, Deer Valley and Goodyear Airports.

### **Reporting Procedures**

When a spill occurs, the responsible party will give the location, material spilled, approximate size of the spill and any other pertinent information, such as whether the release has been stopped, and the aircraft and/or equipment involved. The reporting party shall remain in a safe location near the spill site and will report to Aviation and Fire Department representatives upon arrival.

If the spill is threatening structures, storm or sanitary drains or bare soil, the reporting party will initiate diversion actions, such as diking the leading edge of the spill with an approved absorbent material. Spill kits have been strategically placed around the airports to assist in diking a spill.

An approved list of absorbent materials is available from the Aviation Department Safety Officer upon request by calling 273-3358 during normal business hours.

### **Phoenix Sky Harbor International Airport**

A spill will be reported to Sky Harbor Communications at **273-3311**. Communications will follow established response procedures, including notifying Fire Department Station #19.

### **Phoenix Deer Valley Airport**

A spill will be reported to Deer Valley Operations at **869-0977** from 6:00 AM to 9:00 PM. From 9:00 PM to 6:00 AM a spill will be reported to Sky Harbor Communications at **273-3311**.

Deer Valley Operations will call the Phoenix Fire Department via **911** if a potential fire hazard exists.

Deer Valley Operations will notify Sky Harbor Communications at **273-3311** for additional City resources to assist in extreme emergencies or unusual circumstances.

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### **Phoenix Goodyear Airport**

A spill will be reported to Goodyear Operations at **932-1200** from 6:00 AM to 9:00 PM. From 9:00 PM to 6:00 AM a spill will be reported to Sky Harbor Communications at **273-3311**.

Goodyear Operations will call the Goodyear Fire Department at **932-3910** if a potential fire hazard exists. Goodyear Fire Department may notify City of Phoenix Fire Station #40 (83rd Avenue) as may be appropriate.

Goodyear Operations will notify Sky Harbor Communications at **273-3311** for additional City resources to assist in extreme emergencies or unusual circumstances.

### **Response Procedures:**

#### **Phoenix Sky Harbor International Airport**

Upon notification of a spill, Sky Harbor Communications shall notify the following:

1. Fire Department (via Fire Department Alarm Room phone)
2. Airport Duty Manager
3. Airfield Maintenance from 6:00 AM to 11:00 PM  
or General Aviation Supervisor at **273-3398** from 11:00 PM to 6:00 AM

Fire Department units shall respond and make the determination on how the fire hazard will be handled.

Airport Operations will act as liaison between the aircraft and/or equipment operator and clean-up crews during the response. Photographs may be taken of unusual or large spills to supplement follow-up with the responsible party.

The fuel handler, airline or tenant responsible for a spill may take the initiative to clean up the spill. Liability for clean-up and the proper disposal of generated spill materials will be that party's. If, however, the responsible party does not take action or should the Fire Department direct, due to fire or safety hazards, Airfield Maintenance will provide clean-up services and the responsible party will be billed for labor and materials.

Only under **dire safety considerations** will a spill or clean-up material be flushed into storm drains. In this event, Aviation will require the responsible party to hire an environmental response contractor to mitigate the spill at the sewer outfall.

After fire and safety hazards are under control, spill clean-up crews will be allowed into the area. The crew shall have the necessary materials and/or equipment to restore the area to a state reasonably equivalent to its condition prior to the spill. Between the hours of 11:00 PM and 6:00 AM, a response vehicle will

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be positioned to allow General Aviation staff to respond to spills in the absence of Maintenance personnel.

**If a spill has flowed into a storm or sanitary drain or bare soils, contact the Airports Environmental Coordinator (via Airport Communications, 273-3311) immediately.**

#### **Phoenix Deer Valley Airport and Phoenix Goodyear Airport**

Upon notification of a spill, Airport Operations crews will respond and direct cleanup activities. The responsible party may choose to perform the work with an approved absorbent material or Airport crews will have the materials and capabilities to clean up spills of less than 10 gallons. Larger spills may necessitate contacting an environmental response contractor. This may be done by the responsible party or the Airport by contacting the Aviation Safety Officer, Airports Environmental Coordinator or Personnel Safety at **262-6300** after normal business hours.

#### **Approved Clean-Up Materials:**

Clean-up crews will use approved absorbent materials and equipment best suited and environmentally acceptable for the clean-up of spills. Absorbent materials generated by the Aviation Department will be drummed or drained and the Safety Officer will be responsible for arranging for appropriate disposal.

Because of the potential damage to equipment, the Aviation Department will not clean up spills when unapproved absorbent materials have been used. The responsible party shall bear the cost of the clean-up and proper disposal of these materials.

#### **Jet A Fuel Spill Recovery Unit:**

1. All personnel assigned to operate the recovery unit shall have first completed the airport fuel handlers' certification program administered by General Aviation. The spill site shall be secured to prevent unauthorized entry.
2. The unit will be used for recovering Jet A fuel only.
3. Personnel protective equipment, as prescribed by the Aviation Safety Officer (i.e., safety glasses, gloves and boots), will be worn by all personnel operating the unit.
4. The unit will be parked not less than fifteen (15) feet from the spill area or any aircraft fuel vent.
5. The unit shall be grounded at all times during operation.
6. All personnel and the unit shall remain upwind to avoid vapors from spilled fuel.

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7. A minimum of two (2) trained Aviation personnel will respond and operate the unit. One (1) person will operate the unit hand wand and one (1) will stand by the unit for emergency shutdown and observation.
  8. Unit personnel will observe direction from the responding Fire Department personnel. Fire units shall have an uninterrupted view and access to the spill site.
  9. Aviation personnel shall only provide clean-up of Jet A spills and use the unit in an area that provides adequate open ventilation. Should a spill occur in a confined space or migrate to a confined space, clean-up shall not proceed without first consulting with the Environmental Coordinator or Safety Officer and Fire Department personnel.

**Additional Notifications:**

In addition to the regular emergency contacts, the following Aviation Department personnel may need to be contacted:

1. Airports Environmental Coordinator  
**273-2730**, beeper **201-8207**. Notify if a spill is of a material other than jet-A fuel, the spill area cannot be returned to its prior condition, or a spill enters a storm or sanitary drain or bare soil.
2. Aviation Safety Officer  
**273-3358**, beeper **201-8190**. Notify to mobilize the City's Environmental Contractor.
3. Deputy Aviation Director-General Aviation  
**273-8880**, beeper **201-8189**. Notify for large spills (over 25 gallons) or unusual circumstances.

**Documentation and Billings:**

Airport Operations will initiate an investigation of the cause of a spill, fill in the first part of a Spill Billing Notice and forward the form to Facilities and Services for completion.

Spills will be subject to a **minimum \$100.00** response and investigation fee if Aviation personnel provide clean-up services. The on-site Aviation Supervisor shall document on a work order, all labor, equipment and supplies utilized for a spill clean-up.

Pavement destruction suspected as a result of a spill shall be documented by the Aviation personnel on site who shall then notify the Airfield Maintenance Supervisor.

Discovery of a failure to report a spill will result in an **automatic \$100.00 billing** to the responsible party.

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The Aviation Department shall recover all costs associated with a fuel spill, including clean-up, generated materials disposal, regulatory and investigatory time, waste testing and pavement repair costs from the responsible party.

The foregoing Rule and regulation is hereby adopted and promulgated this 1st day of March, 19 99.

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